Initial consultation held by TALEP* with School Leader(s)
– focused on consultation process and sharing of documentation inc: TaMHS Outputs & Outcomes, Key Outcomes Achieved So far, Building Blocks model, Key Processes, Current Needs and Current Provision proformas, Building Blocks Audit, Whole School Approach Audit, Staff Knowledge, Skills and Confidence

**TALEP* Leads Whole Staff meeting** focused on Intro to TaMHS and Staff Knowledge, Skills and Confidence Audit – 1 hour+

Completed Staff questionnaires passed by TALEP* to TaMHS admin for collation, logging electronically and feeding-back to school and TALEP*: overall average rating, average for each of 7 sections, Top 5 strengths, Top 5 Improvement Opportunities; and key strengths and improvement opportunities that are identified by staff. **TALEP* relays findings to school leader.**

School Leader shares feedback from Staff Knowledge, Skills and Confidence Audit with staff at staff meeting and records reflections and conclusion from discussions.

School Leader completes ‘Current Needs’ Proforma.

School Leader Completes ‘Current Provision’ proforma & Building Blocks Audit

Action Planning meeting held between TALEP* & School Leader(s) using information gathered to complete Action Planning Proforma. - 1½ hours & Process

Meeting to Review Progress of Action Plan involving TALEP* & School Leader(s) - 1½ hours

*TALEP = TaMHS Area Lead EP  Blue font indicates direct involvement by TALEP